

# SUSAN A. GORDON

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## SUMMARY

Web Developer with nine years experience in developing websites for a variety of organizations including a large construction company, an advertising-research firm, and a technology company. Expertise in building comprehensive websites to meet client and project specifications, including initial website development and adapting existing content management systems to meet new demands. Strong focus meeting business objectives and finding cost savings. Passion for pursuing new challenges to expand skills and keep company websites on the cutting edge of technology.

## TECHNICAL SUMMARY

**Languages:** ASP, ASP.NET, C, C#.NET, CGI, CSS , HTML, Java, JavaScript, Visual Basic, VBScript, VBA, SQL, XML

**Applications:** Visual Studio, Dreamweaver, Photoshop, Flash, ImageReady, EnterpriseOne, Microsoft Office, RoboHelp

**Website Samples:** webcreationsbysusan.com, holeinonepublications.com, orkidzone.com, mgcomputerrepair.com, docgord.com, ciwebdesigns.com (Flash intro)

## PROFESSIONAL EXPERIENCE

THE HASKELL COMPANY, Jacksonville, FL

2000 – 2007

### *Web Developer*

- Used Visual Studio and Dreamweaver to maintain the Internet site as well as the intranet site for a 1200+employee organization
- Completely redesigned/restructured the new intranet site as well as created new templates which utilized a content management system
- Lead process in gathering requirements for web content development
- Developed and maintained web analytics
- Created graphic design for the Internet/intranet sites as well as for other departments
- Programmed Excel reports utilizing PeopleSoft data. One report alone saved Accounting 35+ labor hours per month after creating a program in VBA which automatically combines 5 EnterpriseOne reports into 1 Excel report.
- Performed extra duties which included:
  - setting up new users in Active Directory and PeopleSoft
  - creating and maintaining ITD documentation including forms, user manuals, and tutorials
  - managing the yearly budget program
  - writing EnterpriseOne reports on an as-needed basis
  - hosting new-employee orientation for the IT department

ADSPIES, INC., Jacksonville, FL

2000 – 2000

### *Web Developer*

- Maintained Adspies website using Macromedia Flash and Dreamweaver
- Created web graphics using Adobe Photoshop

BAYWOOD TECHNOLOGIES, INC., Jacksonville, FL

1998 – 2000

***Web Developer***

- Designed, developed, and maintained Baywood's Internet site using Macromedia Flash
- Extensive creation of graphics using Adobe Photoshop for web applications
- Composed Online Help Resources for assorted applications using RoboHelp HTML
- Tested software programs and created user documentation

UNITED SPACE ALLIANCE, Kennedy Space Center, FL

1996 – 1998

***Computer Programmer***

- Performed the coding, testing, and maintenance of application software to support information processing requirements for the Shuttle Grounds Operations
- Created report design templates for the Technical Training Scheduling System

## EDUCATION

***BS, Electrical Engineering Technology, Information Systems***

University of Central Florida, Orlando, FL

Developed a firm foundation in electrical/electronics principles and extensive instruction in programming and system analysis/design

Graduated Cum Laude

***AA, Computer Programming Emphasis***

Brevard Community College, Cocoa, FL

Program included instruction in programming and system analysis/design

Graduated with Honors